



# Public Service Commission of Wisconsin

Burneatta Bridge, Chairperson  
Ave M. Bie, Commissioner  
Robert M. Garvin, Commissioner

610 North Whitney Way  
P.O. Box 7854  
Madison, WI 53707-7854

---

June 17, 2003

To: PSC Stakeholders

Re: Implementation of Electronic Regulatory Filing: Notice of Informational Meeting

Dear PSC Customers:

You are invited to join us next month for a meeting to view and discuss our new electronic regulatory filing system. Your participation is important to the success of this new project.

In the Public Service Commission of Wisconsin's continued efforts to utilize technology to provide better customer service to all of our stakeholders, we are planning a new electronic regulatory filing system. Our two primary goals with this new filing system are to:

- Reduce time necessary to make decisions on proposed actions
- Increase access to information on formal PSC cases.

By using the electronic filing system, participants in Commission proceedings will be able to file documents electronically at the PSC's Web site using a secure Web browser interface. They will also be able to receive e-mail notification when documents are filed that match their interests and they will be able to search through the PSC document repository to find all documents in a formal case that are of interest to them.

Implementing an electronic filing system will allow, and in some cases require, that changes be made to existing business processes. The new system will have standards and guidelines for filing and using case documents. Additionally, several case procedures may need to be modified.

Since the PSC staff is still in the final development phase of this system, we want to hear from you so we can customize the system to make it simple and accessible to all users. Participation by PSC's customers including utilities, law firms, intervenors, and others, is vital to the success of this project. Your input and comments on the software and the procedures will smooth the process of implementing the new system and limit any possible disruptions or misinformation flow.

**The PSC will hold an informational meeting and demonstration of the system on Tuesday, July 22, 2003, beginning at 9:00 a.m. in the Amnicon Falls Hearing Room, PSC Building, 610 North Whitney Way, Madison, Wisconsin, 53705.**

We hope you will be able to attend the presentation and ask questions about the project. The demonstration at the meeting should provide a good overview of the PSC's system and proposed process improvements, so customers are advised to send a representative to the meeting if at all possible. Please let us know if you plan to attend this meeting by sending an e-mail to Paul Newman, the PSC's Chief Information Officer at: [Paul.Newman@psc.state.wi.us](mailto:Paul.Newman@psc.state.wi.us) or by calling (608) 267-5112.

In addition, customers are also invited to submit written comments to the PSC but they must be submitted no later than August 6, 2003. All issues and concerns raised at the meeting and in the comments will be reviewed and appropriate changes will be made to the system, where possible. A tentative agenda for the meeting is attached. This agenda and other information related to the project will be posted on the PSC's web site (<http://psc.wi.gov>) about two weeks prior to the meeting. Comments on the project should be submitted to Paul Newman by mail or by e-mail at: [Paul.Newman@psc.state.wi.us](mailto:Paul.Newman@psc.state.wi.us).

At the meeting we will also discuss a proposed schedule for implementation. Tentatively, it is expected that the system will be placed into pilot production in the fall of 2003 with the possibility of beginning implementation by January 1, 2004. It is likely that each industry will be asked to assist the PSC staff in determining what portion of formal cases will be conducted electronically beginning with the next calendar year. It is the PSC's overall goal to fully implement the system by January 1, 2005. Of course, we plan to have ongoing discussions with customers as we go forward.

We will not go online with the complete system until we believe we have fully explored the available options and smoothed the transition to the greatest extent possible. The PSC is dedicated to making sure that the new system is an improvement for all concerned, and that we do not overlook any access or implementation issues along the way.

If you have any questions, please feel free to contact Paul Newman, the PSC's Chief Information Officer, at 608-267-5112 or by e-mail at: [Paul.Newman@psc.state.wi.us](mailto:Paul.Newman@psc.state.wi.us). Thank you for your participation and input on this important issue.

Sincerely,



Burneatta Bridge  
Chairperson